



SAMPLE REQUIREMENTS DOCUMENT

Req. Num	Functional Area	Source	Requirement Description	Oracle / 3 rd Party App	FSA Process	Comments
FM-15	Funds Mgmt	JFMIP 030504 Blueprint FS-03.02J	Distribute, track, control, and report funds authorized at various funding levels, based on the SGL, accounting classification structure, and cost and project structure.	GL	FSA Ops	
FM-24	Funds Mgmt	JFMIP 030613 030614 Blueprint FS-03.03J	Support the timely recording and on-line notification of funding transactions. Check commitment transactions against available funds. Include adequate controls to prevent the recording of commitments that exceed available balances. Support recording obligations or expenditures that exceed available balances and produce a report or otherwise provide a method that allows management to review the cause of this over-obligation condition.	PO AP GL	FSA Ops	Discoverer and FSG reports to meet management review reporting
FM-29	Funds Mgmt	JFMIP 030619 Blueprint FS-03 FS-03.03J 1618	Provide automatic real-time notification to users of transactions failing the program funds-availability edit and place the rejected transactions in an error file and/or suspense account for corrective action. In cases where the actual event has already occurred (such as labor hours worked or a contract already signed), the transaction should be recorded and a warning or report issued to alert the user to the need for follow-up action.	PO AP GL	Orig/Disb Outlays Payment FSA Ops	Dependent on setting up as a Warning rather than Absolute budgetary control; if Absolute setup, corrective action requires adding to Funding level. Discoverer or FSG report
FM-30	Funds Mgmt	JFMIP 030620 Blueprint 1618	Update all appropriate accounts to ensure that the system always maintains and reports the current status of funds for all open accounting periods.	GL	Orig/Disb Outlays Payment FSA Ops	
FM-48	Funds Mgmt	JFMIP 030839 Blueprint 1300	Provide on-line access to all obligations (i.e., disbursements) by selection criteria, e.g., document number, schools	PO AP GL	Outlays Payment FSA Ops	Standard reports for document number; Discoverer or FSG for schools



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FM-53	Funds Mgmt	JFMIP 030844	Track the use of funds against operating or financial plans.	GL	Outlays Payment FSA Ops	Financial Analyzer, Discoverer, Standard GL Reports, FSG reports
FM-58	Funds Mgmt	Blueprint 5080	Maintain budgetary account balances at the level of detail required to meet program reporting requirements	GL	FSA Ops	
FM-61	Funds Mgmt	JFMIP 030951	Report plan to actual at the level of the operating plans.	GL	FSA Ops	